

2.2 - SLEEP, REST and RELAXATION POLICY

Purpose

My Place Family Day Care recognises that sleep, rest and relaxation are vital to children's overall health, wellbeing and comfort and are committed to promoting and implementing safe sleep, rest and relaxation practices for children of all ages, underpinned by the Red Nose Australia Safe Sleeping Guidelines.

Scope

This policy applies to all My Place Family Day Care Educators, Educator Assistants, staff, parents and children in care.

Definitions

Approved Provider: Inala Community House (ICH) has approval from the Federal Government to operate an approved FDC service.

Service: My Place Family Day Care, whose Approved Provider is Inala Community House.

Parent/Guardian: The person responsible for the payment of fees and who is paid the Child Care Subsidy. Herein after referred to as Parents. ** PLEASE NOTE: this does not include a parent who is prohibited by a court order from having contact with the child.

Educator: A suitably qualified person who is registered with the Service.

Educator's Residence: The home or venue which is approved for an Educator from the service to provide childcare from.

SUDI: Sudden Unexpected Death in Infancy

Policy Statement

My Place Family Day Care acknowledges sudden unexpected death in infancy (SUDI) is the most common cause of death in babies between one month and one year of age. Therefore, the age, developmental stage and individual needs of each child is a central component of planning the sleep and rest environment, recognising that each child is unique and their requirements for sleep and rest will vary. My Place Family Day Care takes a proactive approach to supporting educators in managing risks in the sleep environment with considerations including bedding, the position of cots, cords from blinds, sleep toys, air quality and use of portable heaters/coolers.

My Place Family day Care respects that families may have their own preferences for their child's sleep and rest requirements, and these will be taken into consideration when negotiating individual care arrangements. Families will be made aware that My Place Family Day Care and all Educators engaged with the service are legally required to provide safe sleeping practices and will assist families with this understanding if their requests fall outside of the guidelines of this policy and procedure.

Under the Education and Care Services National Law and Regulations, penalties may apply for FDC educators in relation to children's health and safety during periods of sleep and rest.

Roles and Responsibilities

Coordination Unit (Approved Provider, Nominated Supervisor and Coordinator/s)	<ul style="list-style-type: none">• Ensure all Coordinators who provide mentoring to Educators have current knowledge on safe sleep, rest, and relaxation practices.• Conduct and complete a Sleep and Rest Risk Assessment in consultation with the educator to ensure adequate supervision and monitoring of children
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	<p>during periods of sleep and rest is conducted and documented, including the method and frequency of checking children's safety, health and wellbeing.</p> <ul style="list-style-type: none"> • Provide information and induction training to educators (including casual/relief staff) to ensure they can fulfil their roles effectively, including being made aware of the sleep and rest policies, their legal responsibilities in implementing these, and any changes that are made over time. • Ensure Educators and Educator Assistants have undertaken training on the recognised sleep practices recommended by Red Nose before commencing with the Service. • Ensure educators hold current first aid qualifications in accordance with R.136. • Ensure educators are providing a safe sleep and rest environment in accordance with the Sleep and Rest Risk Assessment, having regards for children's age, developmental and individual needs. • Ensure educators have a risk assessment and supervision plan in place for any children who may require overnight care, including emergency management. • Monitor children's Medical Management Plans (if applicable) and ensure they are considered when educators are developing sleep and rest plans in accordance with Medical Conditions Policy. • Conduct safety audits of the sleep and rest environments prior to an educator commencing care and when undertaking assessments and reassessments of FDC residences. • Notify the Regulatory Authority as soon as practicable of a serious incident or a complaint alleging legislation was breached within 24 hours of a serious incident.
<p>Educators and Educator Assistants</p>	<ul style="list-style-type: none"> • Ensure each child's individual needs for sleep and rest, developmental and medical needs are considered in accordance with this policy, and other relevant policies and procedures. • Consult with the Coordination Team on the Sleep and Rest Risk Assessment to identify risks and/or hazards and relevant control measures for the provision of children's sleep and rest, specific to the unique layout and safety considerations of the FDC residence, as well as the ages and developmental stages of the children in their care. • Annually review the Sleep and Rest Risk Assessment or when circumstances arise e.g., movement of furniture, relocation of sleep area, etc. • Ensure sleep and rest environments are free from hazards (cords out of reach, properly fitted bedding, etc.) in accordance with the Sleep and Rest Risk Assessment and Red Nose Safe Sleeping recommendations, with adequate light to allow effective supervision. • Provide information on enrolment about Red Nose recommendation and include this policy as part of the enrolment process. • On enrolment and anytime during care, have discussions with families regarding safe sleep practices as per the Red Nose Safe Sleep Guidelines (e.g., sleep baby on back, smoke-free, face and head uncovered). • Ensure children's clothing is appropriate during sleep times and there are no items that are loose and could get tangled and restrict breathing (including but not limited to bibs and jewellery).



	<ul style="list-style-type: none"> • Ensure that only sleeping furniture that meets Australian Standards is provided. As per R.84D, bassinets are prohibited to be used in a family day care environment and anywhere within the family day care educator's residence (including spaces not approved for family day care). • Ensure a risk assessment and supervision plan is in place for children sleeping overnight, including emergency management in accordance other relevant policies and procedures. • Maintain supervision of sleeping and resting children including regular physical bed-side checks including visual inspection of the child's sleeping position, skin and lip colour, breathing, body temperature, head position, airway and head and face, ensuring they remain uncovered. • Document children's sleep and rest needs and provide information to families about their child's sleep and rest patterns. • Regularly provide families with information about safe sleeping practices via newsletter and brochures given via Educators at the Service.
Families	<ul style="list-style-type: none"> • Regularly update their educator on their child's sleeping routines and patterns and provide informal updates on the previous night's sleep to assist with sleeping during the day • Provide specified bedding if required by the service/educator • Provide safe clothing for children to sleep in • Monitor the sleep environment and notify the Coordination Unit if you feel it is unsafe or does not meet your child's needs • Review My Place Family Day Care's policies and procedures relating to sleep and rest, when required